



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

October 18, 2011

To: Sachi A. Hamai
Executive Officer
Board of Supervisors

From: William T Fujioka
Chief Executive Officer

A handwritten signature in blue ink, appearing to read "W. Fujioka", is written over the printed name of the Chief Executive Officer.

REVIEW OF BOARD POLICY NO. 3.090

After a review of Board Policy No. 3.090 - County Aircraft, I am recommending a four-year extension of the December 19, 2011, sunset review date. The next sunset review shall be December 19, 2015.

The Board policy gives County officers the authority to utilize County aircraft for County related activities that may not be feasibly accomplished without the assistance of an aircraft. This policy also prevents the abusive use of County aircraft by requiring departments to fully reimburse the servicing department. A report to the Board of Supervisors submitted by the Sheriff and Fire Chief detailing the use of County aircraft is also required on a fiscal year basis.

Should you have any questions, please do not hesitate to contact me or a member of your staff may contact Manager Sheila Williams, Public Safety Cluster, at (213) 974-1155.

WTF:SW:DC:llm

c: Audit Committee, Board of Supervisors

C100148.Bd Policy 3.090-County Aircraft.m.101811

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Los Angeles County **BOARD OF SUPERVISORS POLICY MANUAL**

Policy #:	Title:	Effective Date:
3.090	County Aircraft Policy	07/14/98

PURPOSE

Permits public service, including elected officials serving their constituents, but also prevents abusive use.

REFERENCE

November 5, 1991 Board Order, [Synopsis 63](#)

December 19, 1991 Chief Administrative Office memorandum, "[County Aircraft Policy](#)"

POLICY

Continuation of the Sheriff and Fire departments internal aircraft use policies, in addition to a general policy on the use of aircraft by County officers and employees.

General Policy – Establishes three priority use levels.

1. Uses associated with law enforcement and fire protection and rescue needs.
2. Uses associated with assisting County departments and agencies with activities related to the requesting department/agency's main mission that could not otherwise be feasibly accomplished.
3. Transportation of any County official in the conduct of County business.

The Sheriff and Fire departments are responsible for determining their ability to accommodate flight requests, which are subject to cancellation based on emergent needs. Requesting departments are required to fully reimburse the servicing department

for all flight costs.

The Sheriff and Fire Chief shall provide annual reports to the Board of Supervisors on priority use level two and three as stated above on a fiscal year basis.

RESPONSIBLE DEPARTMENT

Chief Executive Office

DATE ISSUED/SUNSET DATE

Issue Date: December 19, 1991
Review Date: November 20, 2003
Review Date: October 27, 2007

Sunset Review Date: December 19, 2003
Sunset Review Date: December 19, 2007
Sunset Review Date: ~~December 19, 2011~~
December 19, 2015